

CITY OF MIAMI BEACH
Office of the City Manager
Letter to Commission No. 155-2004



To: Mayor David Dermer and
Members of the City Commission

Date: June 25, 2004

From: Jorge M. Gonzalez *JMG*
City Manager *Fal*

**Subject: Miami-Dade County Elections Department - Request To Change the City
Of Miami Beach's Election Runoff Period From Two (2) Weeks To Four
(4) Weeks**

Attached is a letter from Constance A. Kaplan, Miami-Dade County Supervisor of Elections, requesting the City of Miami Beach to change the runoff election period from two (2) weeks to four (4) weeks.

The present two (2) week election runoff period is established in the City Charter, Article II, Section 2.01. Typically a referendum is required to amend the City Charter. The City's Legal Department has reviewed the current Florida Statutes (100.3605(2)) and has opined that the City Commission, if it so desires, may change the date of the runoff election by ordinance.

The municipalities who conduct their elections on the same cycle as Miami Beach are Hialeah and Miami. The City Clerk will be contacting those municipalities to determine their positions with regards to this request.

Please notify me if a discussion item or referral item should be placed on the July 7th Commission Agenda.

Cc: Murray Dubbin, City Attorney
Jean Olin, Deputy City Attorney

Attachment

JMG
JMG\REP

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CONSTANCE A. KAPLAN
SUPERVISOR OF ELECTIONS
MIAMI-DADE COUNTY, FLORIDA
2700 N.W. 87TH AVENUE
MIAMI, FLORIDA 33172

PHONE: (305) 499-8502
FAX: (305) 499-8501
EMAIL: ckaplan@miamidade.gov
WEBSITE: <http://elections.miamidade.gov>

June 4, 2004

Mr. Robert E. Parcher, City Clerk
City of Miami Beach
1700 Convention Center Drive
Miami Beach, Florida 33139

Dear Mr. Parcher,

On March 25, 2004 I advised you that the Elections Department would require at least three weeks between a primary and regular or runoff election. After more extensive review and consideration, we now realize that four (4) weeks between elections is essential to ensure thorough, complete and accurate election administration. I want to emphasize that this decision is primarily for the benefit of your municipality and to ensure that we can administer the kind of elections you deserve.

To further clarify, let me explain some of the procedures that must be completed during this short time frame:

1. Voter registration records must be updated.
2. Two different voting systems (optical scan and electronic) must be coded, proofed and tested.
3. Absentee ballots must be printed and mailed, which requires a minimum of seven (7) business day.
4. Voters must be given adequate time to receive and return their absentee ballots.
5. Arrangements must be finalized and personnel hired and trained to staff early voting sites, if applicable.
6. Election equipment must be reset, reprogrammed and retested.
7. Voting equipment must be secured for a minimum of ten (10) days following an election.

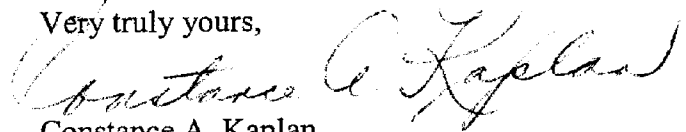
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It is essential to the integrity of every election that our office not be asked to compromise our standards by conducting elections without adequate preparation time.

As always, please do not hesitate to contact me if you have any questions or require any additional information.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Constance A. Kaplan".

Constance A. Kaplan
Supervisor of Elections

CAK/tmm

c: George M. Burgess, County Manager
Alina Hudak, Assistant County Manger
Murray A. Greenberg, First Assistant County Attorney
Susan Torres, Assistant County Attorney
Jeff Ehrlich, Assistant County Attorney